

**COTTONWOOD HEIGHTS POLICE UNIFORM LAW ENFORCEMENT ROTATION
AGREEMENT**

COMPANY INFORMATION

Application Date _____ Consecutive years in operation under current company name _____

Business Name _____

Business Street Address _____

City _____ Zip _____

Mailing Street Address _____

City _____ Zip _____

E-Mail Address _____

Business Phone _____ Dispatch Phone _____

Business Owner (s)

Name _____ DOB _____

Street Address _____

City _____ Zip _____

Phone (Cell) _____ SSN _____

Name _____ DOB _____

Street Address _____

City _____ Zip _____

Phone (Cell) _____ SSN _____

Name _____ DOB _____

Street Address _____

City _____ Zip _____

Phone (Cell) _____ SSN _____

Name _____ DOB _____

Street Address _____

City _____ Zip _____

Phone (Cell) _____ SSN _____

COTTONWOOD HEIGHTS POLICE UNIFORM LAW ENFORCEMENT ROTATION
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Incomplete packets will be rejected

Attachment A

APPLICATION CHECK LIST

**A COPY OF THE FOLLOWING ITEMS MUST BE PROVIDED ALONG WITH
THE APPLICATION AND AGREEMENT.**

COMPANY:

Completed page 1.

Business License for place of business and each impound yard, or receipt if license has not yet been received, showing that the Company is licensed as a towing company and has paid all applicable regulatory fees.

Certificate of Liability Insurance in an amount of at least \$2,000,000.00 each occurrence / \$4,000,000.00 aggregate which lists the Cottonwood Heights Police Department, 1265 Fort Union, Cottonwood Heights, UT 84047, as a certificate holder. A \$500,000.00 garage keeper direct primary policy is also required and proof must be submitted.

Certificate of Workers Compensation Insurance which lists the Cottonwood Heights Police Department, at the same address as above, as a certificate holder.

UDOT Motor Carrier Tow Truck Company Certification.

Signed and completed application.

Owner, Manager, and office staff sealed FBI Criminal History Report that shows “Criminal History Verified” and has Arrest History attachments. Arrests that do not have dispositions listed may not be acceptable for the background check unless the court summary is attached showing disposition of charges. If you have submitted this to another agency, please indicate the agency. These backgrounds are available by following the directions at <http://publicsafety.utah.gov/bci/FBIcert.html>. Please be aware it takes ten (10) weeks to obtain this background.

TOW TRUCKS:

Completed Attachment C.

Utah DMV Registration Certificate for each tow truck to be used for rotation calls.

Utah Department of Transportation (UDOT) commercial vehicle inspection completed within the last 30 days.

Color photos of left and right sides (showing front bumper to rear bumper), front and rear (showing entire width) of each tow truck, license plate close-up, and right driver door close-up.

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OPERATORS:

Completed Attachment B.

Original sealed FBI Criminal History Report for each tow truck operator that shows “Criminal History Verified” and has Arrest History attachments. Arrests that do not have dispositions listed may not be acceptable for the background check unless the court summary is attached showing disposition of charges. If you have submitted this to another agency, please indicate the agency..

Photo-quality color photocopy of both sides of Utah Driver License for each tow truck operator.

Photo-quality color photocopy of both sides of the Social Security/Work Card for each truck operator.

Photo-quality color photocopy of both sides of valid Utah Medical Card as required by UDOT for each tow truck operator.

Photo-quality color photocopy of both sides of NDCP towing certification for each tow truck operator (AAA, TRAA, Utah Safety Council, or Wreckmaster).

Original Utah Driver License Division driver history report for each tow truck operator (must have watermark).

LOT/YARD:

Completed Attachment D.

Utah State Tax Commission letter for each yard.

Central Office Authorization letter, if applicable.

Color photos of yard fence (top to bottom), yard signage on fence, yard storage area, and on-site office, including exterior office entrance showing address, exterior office signage, and posted rates.

Copy of rental or lease agreement if yard is not owned by Company.

Copy of business license.

Lot size must be a minimum of 4,000 square feet after any deduction for buildings, shops and equipment.

Lots may only store 1 vehicle for every 200 square feet of available storage room and must hold a minimum of 20 cars.

Yards must have a hard surface such as gravel, black top, or cement. Road base is not acceptable.

Yards must have a staffed office on site with a clean, operable restroom.

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Definitions

1. "Agency" means: the Cottonwood Heights Police Department.
2. "Company" means: the towing company making application for rotation.
3. "Owner" means: person(s) that own and/or operate/manage a company regardless if they are an operator.
4. "Coordinator" means: the agency rotation coordinator.
5. "Operator" means: an approved tow truck driver/operator.
6. "Yard" means: a storage yard meeting this agreement's requirements and approved by the Utah State Tax Commission.
7. "Normal Business Hours" means: **8:00 A.M. to 5:00 P.M.**, Monday thru Friday, excluding Holidays.

Disclaimer

The agency is seeking to establish a Towing Rotation List to be used when a sworn officer requests the removal and towing of a motor vehicle.

Being on any the agency's Towing Rotation List is a privilege and not a right. To be eligible to be on any Towing Rotation List, towing companies must submit, during open application, the Towing Rotation Application ("Application") and must agree to comply with the rules and regulations as set forth in this Towing Rotation Agreement ("Agreement"). Towing companies on any Towing Rotation List must also follow all federal, state, county, and city laws and regulations pertaining to towing companies. Failure to comply with the terms of this Agreement or applicable federal and state laws and regulations may lead to sanctions against the towing company as described in the Agreement.

The signature of the duly authorized representative on the Application and Agreement shall confirm that the entire document has been read, the information given is complete and accurate, the company and all employees are bound by all provisions of the Agreement, the company understands the requirements to be placed on and remain on any Towing Rotation List, the company accepts the conditions of the Agreement, and the company accepts responsibility for the actions of its owners, agents, employees and tow truck passengers as they relate to the Agreement and do so with the full understanding that inclusion on any agency Towing Rotation List is voluntary and a discretionary privilege extended by the agency and not a legal right.

Falsification of any portion of this Application or Agreement or in the documentation provided in support of the Application shall be cause for immediate removal from the Towing Rotation List and may be charged as a separate criminal offense.

Application obligations

1. Packet must be complete in order to be considered. **Incomplete packets will be rejected.**
2. Packets must be submitted in a sealed envelope, clearly marked "Towing Rotation Application" along with your company name and address.
3. The right is reserved to reject all applications, to waive any informality or technicality or to accept applications deemed in the best interest of the agency.

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Project Description

1. This rotation will at the agency's sole discretion.
2. All companies will be placed on the regular rotation. Please indicate any specialty rotation you would like to be placed on.

4x4

Heavy Duty

The agency will receive sealed packets until **4:30 PM**, on **May 27**, 2013, at the Cottonwood Heights Police Department 1265 East Fort Union #100, Cottonwood Heights Utah 84047. **Responses delivered after this time will not be accepted.**

Copies of the rotation application may be obtained by emailing the agency's Tow Coordinator at Renita@CHPolice.org. **All applications must be completed electronically in Adobe PDF and printed. Handwritten applications will not be accepted.** Copies of other agencies applications or any previous year applications will not be accepted. The agency is not responsible for expenses incurred prior to or after an award by the Department. The agency reserves the right to reject any and all responses and to waive any irregularities or informalities. We look forward to receiving your response.

Purpose and Scope

The Cottonwood Heights Police Department (the "CHPD") regularly makes calls for towing services to respond to accidents and impounds. We need to have a list of competent, qualified towing companies ("list") who can provide professional tow services by rotation when called upon by members of the CHPD. The following information describes the requirements that must be met by tow companies that desire to be placed on the CHPD's tow truck rotation list. CHPD endeavors to provide necessary guidelines under its tow truck rotation system to maintain fair and equitable treatment to those allowed on the system. **Applicants are only allowed to apply in May of each year with the companies being notified of their acceptance or denial and an operational period following the fiscal year of July 1st thru June 30th of each year. Companies wishing to be considered must complete and file with the CHPD a new Tow Truck Rotation Application each year or risk being removed from the rotation system.**

Philosophy

It is not the intent of the Department to limit the activities of private businesses that provide a service to our citizenry. However, it becomes necessary to establish a manageable system that is compatible with police priorities, and to avoid complaints by everyone concerned. CHPD reserves the right to restrict the number of approved applications to a manageable number in order to facilitate proper oversight and monitoring. . By limiting the number of providers, there is a motivation on the part of those selected to provide the best service because the book of business with the city is more substantial. CHPD receives feedback from citizens and officers on their experience with the towing service which reflects on the city. It is our intent to (1) identify those service providers who provide the best product that demonstrates consistency over time, and (2) limit the number of providers using criteria considered after consulting with a panel of officers that work regularly with the towing companies will be determinative subject to the approval of the chief.

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APPLICATION FOR TOWING ROTATION & IMPOUND SERVICES

Rotation agreements

1. The towing service called to tow a vehicle must be at the scene of a call anywhere within the city of Cottonwood Heights within 20 minutes, except under extraordinary circumstances. If the towing service first called is unable to arrive at the scene within 20 minutes, then another towing service will be requested to respond to the scene. Companies charging more than a 20 minute response (under normal conditions), excessive time at the scene, longer than 20 minutes from the scene to the yard, or longer than 20 minutes to unload and finish paperwork are in violation of this agreement. A reasonable exception, as determined by the coordinator, may be made for Canyons, 4x4, or Heavy Duty calls. The agency will perform audits on billing receipts

I. Mandatory Forms

All towing service applications shall include the following forms signed and completed:

- Attachment A
- Attachment B
- Attachment C
- Attachment D

IV. Terms, Conditions, Procedures, and agreements

A. THE COMPANY

1. Company owners, managers, and office staff must submit FBI criminal histories and be in compliance with paragraph B.2.a. and b.
2. The company must have at least one agency approved yard within a 10 mile radius of the Cottonwood Heights City Offices and must submit all yards the company operates for approval.
3. The company agrees to charge a flat rate fee of \$145 for a regular hold for owner tow. In extraordinary circumstances, the officer on scene may sign a written request specifically outlining and justifying charges above \$145. The company further agrees not to charge any other fees with the exception of storage fees. The company will not assess storage fees on a regular hold for owner tow until the close of business on the business day following the impound.
4. State Tax Impounds may be assessed fees in accordance with statute.
5. The company will be available 24-hours a day, 7-days a week. When requested by the agency to tow and/or store a vehicle, the operator must be at the scene of a call anywhere in the agency's jurisdictional limits within 20 twenty-minutes, except under extraordinary circumstances. If the towing service first called is unable to arrive at the scene within 20 minutes, then another towing service will be requested to respond to the scene. A reasonable exception, as determined by the coordinator, may be made for Canyons, 4x4, or Heavy Duty calls. The agency will perform audits on billing receipts.

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6. The agency agrees to send to the towing coordinator and email with a scanned copy of the towing bill given to the owner/operator of all vehicles impounded.
7. The towing company shall accept payment offered at the scene or yard in cash or by major credit/debit card, and shall maintain sufficient cash on hand to make change of up to Fifty-Five dollars (\$55). The actual cost of credit/debit card transactions may be assessed to the customer as long as a signed waiver is obtained (attachment F) from the owner indicating consent to pay this additional fee.
8. The company is responsible and will ensure that employees are aware of and comply with the requirements of this application.
9. The company will ensure that all operators, assistants and trainees have sufficient experience and/or training in currently recommended towing techniques and are capable of performing their duties in a lawful, safe, proper, and effective manner.
10. A company that does not respond to or takes more than 20 minutes to arrive on a rotation call may be sanctioned.
11. The day and night business phone number shall be answered in the name of the company making application.
12. In order to aid in communication, each company shall maintain an active email address. Email will be a primary means of communication from the coordinator to the company.

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13. The company shall notify the Rotation Coordinator in writing within 10 days of any changes in the information submitted on page 1 or attachments B, C, or, D of this application. If the company desires to make an addition to the information submitted on attachments B, C, or, D, the company shall submit a new signed page with the additional information to the rotation coordinator. Any new operators, yards, or tow trucks are not to be used until the proper paperwork has been filed and approved by the Rotation Coordinator. If a tow company is found to use any operators, yards, or trucks that have not been approved will be sanctioned up to and including suspension or removal from rotation.
14. Only those companies that have been called from the towing rotation list may respond to an agency's tow request.
15. The company will maintain complete and accurate records of all agency rotation tows and shall provide the coordinator with such records as requested. Failure to maintain such records will result in sanctions up to and including suspension or removal from rotation.
16. The Company shall respond with its own equipment that is permanently marked as such and will not use other towing company equipment on a "Temporary Lease" or substitute or backup basis.
17. The company shall submit to unannounced equipment, truck, yard, record inspections by the agency during normal business hours and must successfully pass said inspections in order to remain on the rotation. If it is determined that the on-site yard office is not staffed and open for business as required by R873-22M-17(6)(a), the company will be sanctioned.
18. The company shall ensure that tow truck operators provide only those services that are necessary or requested and shall, at the time of the tow, provide the owner or driver (if present at the scene) of the vehicle: The location where the vehicle will be stored, a copy of the current rate schedule and the terms of the vehicle recovery.
19. The company shall ensure that once the operator is given control of the vehicle at the tow site, notation is made on the invoice, of the description of any property that is removed from the vehicle, and the name of the person removing it.
20. The start date/time, dispatched time, arrival at scene time, time leaving scene, time arrive at yard, and end date/time or time towed vehicle is delivered to the storage yard, removed from the tow truck and associated paper work is finished, shall be written on all service tickets by the operator at the time of the tow. All time shown must be directly attributed to the towing assignment

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21. The company shall make every effort to resolve legitimate claims for damage or theft that are obviously related to the towing and/or storage of the vehicle and shall do so in a timely manner. Vehicles that are damaged as a result of the tow will result in the company being sanctioned up to and including suspension or removal from rotation.
22. A notification to the agency from the insurance provider that the company insurance policy has been cancelled shall result in the immediate suspension of the company from the rotation. In as much as the company receives the same notification, no notice of suspension will be provided. If the cancellation was the result of a change in insurance providers, it is the responsibility of the company to provide the coordinator with a Certificate of Insurance from the new company as soon as possible. If proof of current insurance is not provided to the towing coordinator within two weeks the result will be termination from the rotation.
23. If the coordinator receives notice from the State a yard has been removed, the company shall be suspended and the company shall be responsible to prove to the coordinator that the yard is once again in compliance. No notice will be sent by the agency coordinator to a company when a yard is removed from the state tax approved yards. After two weeks without notice the yard has been approved by the state as a state tax yard, the company will be dropped from the rotation permanently unless the company has multiple yards in the zone.
24. The company shall ensure the Coordinator is provided evidence of Workers Compensation Insurance and shall maintain said coverage throughout the rotation year. The Exclusion Waiver Endorsement (a statement that you do not want workers compensation on yourself and that you have no employees) is not acceptable.
25. The company shall ensure that operators do not leave the scene of a rotation call on a traffic accident until all debris, oils, and radiator fluids (including all absorbent material) have been properly removed from the roadway as coordinated by an officer at the scene.
26. The company shall provide renewal copies of business license, insurance, registration, Motor Carrier Certification, and driver certificates at the time the item is renewed. As the company should reasonable know when these items are due, companies will be suspended, without notice, until the renewed copies are provided or may be terminated if the renewal is not received within one month of the previous expiration.

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B. OPERATORS

1. Operators shall comply with all state laws and regulations when engaged in rotation towing for the agency.
2. Each owner(s), manager, office staff, and operator shall submit an **original and certified BCI** background and DLD report not older than thirty (30) days as well as an E-Verify report. Agency acceptance shall only be issued to operators if all company employees are within compliance of the criteria listed below:
 - a. Are legal resident or legal alien authorize to work in the United States.
 - b. Shall not have been completed sentencing within the last five (5) years, including a plea in abeyance, of any felony or misdemeanor crime involving violence, moral turpitude, weapons, or illegal use of any substance, DUI, domestic violence or related convictions, resisting arrest, or obstruction of justice. Drivers who show a pattern of criminal behavior may be rejected regardless of the length since the last conviction.
 - (1) "Moral turpitude" means conduct which
 - i. is done knowingly contrary to justice, honesty, or good morals;
 - ii. has an element of falsification or fraud; or
 - iii. contains an element of harm or injury directed to another person or another's property.
 - c. Shall not have been convicted of any other crime that when considered with the duties and responsibilities of an operator and as set forth in this agreement is considered by the agency to indicate that the best interests of the public are not served by granting the operator permission to respond to law enforcement tows.
 - d. An operator shall not have had driving privileges under revocation or suspension within **two (2)** years of the date of application.
3. Each operator or owner(s) that responds to rotation calls shall obtain and carry upon their person and in plain view, a valid agency identification card. The card remains the property of the agency and shall be surrendered to the agency upon any change in company or upon termination. The company is responsible to make sure the Identification Card/badge is returned to the agency. The company shall not destroy Identification Cards/badges or throw them away. The company shall not let Identification Card/badge be used by any driver other than the driver to which the badge was issued. Each operator will be approved as tow truck operator for only (1) one tow company and will not be allowed or approved to tow for more than one tow company at any given time to include company owners. When responding to rotation tows, each **operator will wear fully visible, a company shirt or jacket** imprinted **with the first name of the operator** and the name of the towing company.
4. Serious operator error will result in the company being sanctioned. The coordinator shall determine if a violation is serious.
5. Using an unauthorized operator on a rotation call will result in an immediate termination from the rotation.

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6. Operating a truck in violation of the law will result in the company being sanctioned.

C. TRUCKS AND EQUIPMENT

1. Each tow truck shall comply with the Safety Equipment Requirements as established by the Utah Department of Transportation and referenced at the Web Site Address of <http://www.udot.utah.gov> and said equipment shall be permanently marked and specific to the truck. Each tow truck shall also successfully pass a CVSA commercial vehicle inspection before being placed on rotation and shall pass the CVSA inspection when requested to resubmit by the coordinator.
2. Each tow truck shall comply with the following additional Equipment Requirements as established by the agency, and said equipment shall be permanently marked, specific to the truck:
 - a. 4 Foot Pry Bar
 - b. Dollies ** (Flatbeds Excluded)
3. **Only 4x4 equipped wreckers will respond to calls in the canyons** regardless of the time of year.
4. The company shall ensure operator compliance in that each tow truck that responds to the tow of a motorcycle shall be so equipped as to provide for one person loading and safe and secure upright transport of the motorcycle.
5. Each tow truck shall be registered in the name of the company and/or owner, and the address shown on the registration must be the same as the company address listed on the business license.
6. For the purposes of the rotation, the company name, city, state, and UDOT number must be permanently marked on both sides of the vehicle.
7. Using an unauthorized tow truck on a rotation call will be cause for the company being sanctioned.

D. STORAGE YARD/ LOT

1. Yards/Lots shall be in compliance with all state laws and regulations. Additionally, each lot will have a minimum capacity to store twenty (20) vehicles. The formula for factoring the number of vehicles shall be 200 square feet per vehicle after the area for all shops, buildings, and/or other equipment is deducted from the total square footage of the lot. Yards shall have a hard surface consisting of compacted gravel, black top, or cement.
2. Yards used by for rotation purposes must be state tax approved and currently in compliance with all State Tax Commission and rotation requirements, and will remain in compliance for the duration of the rotation period. State Tax requirements are minimum requirements and state tax approval is not to be considered as a guarantee that the yard will be approved for the rotation.
3. Each yard shall have a staffed office with an operable, clean, public restroom. Unstaffed yards are not allowed for rotation.

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4. Shall not require the vehicle owner or authorized agent to respond to more than one towing company location to arrange for and obtain the release of the vehicle,
5. The company shall provide owner access to vehicles towed subject to a rotation call on a 24-hour, 7-days a week basis. The company shall obtain a signed waiver from the owner indicating consent to pay the afterhours release fee, see attachment E when applicable.
6. Each yard shall maintain an alarm system; preference may be given to yards equipped with video surveillance or K-9 protection.
7. Yards that experience frequent problems with theft from, or vandalism to towed or stored vehicles will result in the company being terminated from the rotation.
8. Vehicles shall not be towed to a yard other than the nearest company approved yard or transferred from said yard without prior notification and approval of the Coordinator with the exception that any vehicle that qualifies for a State Tax Sale (at least 30 days old) may be transferred to another yard for purposes of the State Tax Sale without any prior notice to the Coordinator providing that the date of said transfer and the yard transferred to is recorded on the original invoice.
9. The owner or operator of the vehicle may request that the vehicle be taken to another location in which case the request will be honored upon satisfying the towing company requirements for payment for services as set forth in this agreement.
10. All property removed from towed vehicles by the company for “safe keeping” must be listed on the invoice that is to be received by the vehicle owner. Company policy should include: Type of property, where it will be kept, who will be responsible for making certain that it is returned to the owner, who will release the property, only property not attached to the vehicle, etc.
11. **Access to Vehicle:** Vehicles held as impounds for “the city” must allow the owner(s) access to the vehicle while it is impounded to retrieve “life essential personal property,” which includes: prescription medication, medical equipment, essential clothing (i.e., shoes, coat), food and water, child safety seats, and government issued photo ID. Persons who can demonstrate an ownership interest in a vehicle towed by the CHPD are allowed to enter the vehicle during normal business hours and may, upon signing a receipt for the property with the towing company, remove any “life essential personal property” that is not permanently attached to the vehicle (i.e., removable without causing damage or using a tool).
12. The company shall ensure that the storage yard operator maintains a log of individuals who have been given access to vehicles for the purpose of removing personal property and such log shall show the name, vehicle, date, time, and receipt number.
13. Using an unauthorized yard/lot will be cause for sanctions up to and including suspension or removal from rotation.

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E. COMPLAINTS

1. The company shall cooperate with the coordinator in any inquiry regarding an allegation of the violation of any part of this agreement.
2. As a matter of practicality, the enforcement of certain articles in the agreement occurs primarily as violations are brought to the attention of the coordinator.
3. The Coordinator shall be the determining authority as to the severity of any violation. After the coordinator's investigation he/she shall impose sanctions as she/he deems appropriate.

F. PENALTIES

1. The agency has an obligation to the public regarding the safety of vehicles and contents when towed and stored at agency request and by an agency Rotation Tow Truck. When circumstances warrant, it will be necessary to immediately suspend a towing company from the rotation and remain on suspension until the situation can be thoroughly investigated and an appropriate and fair decision rendered.
2. Actions that may result in a towing company's suspension or termination from the agency Towing Rotation List include, but are not limited to:
 - a. requesting or demanding a vehicle owner sign any financial responsibility disclaimers;
 - b. charging unauthorized fees;
 - c. holding life-essential property "hostage" for payment of the company;
 - d. expiration of liability or workers compensation insurance;
 - e. failure to maintain complete and accurate records of rotation towed vehicles;
 - f. threats;
 - g. operating a tow truck or company in violation of law;
 - h. using unauthorized operators, trucks, or yards on rotation calls;
 - i. serious operator error;
 - j. failure to maintain the minimum of two (2) approved operators;
 - k. vehicle damage sustained during the towing process;
 - l. operating unsafe tow trucks;
 - m. using non-permanent or magnetic signs on the tow trucks;
 - n. failure to maintain the minimum of two (2) approved and active tow trucks, including one flat-bed truck, excluding those companies on the heavy-duty-only rotations;
 - o. moving a yard to another location without prior notification to the Coordinator;
 - p. operating a yard which does not have an office on site and is not approved for central office;
 - q. falsifying information on this application;
 - r. revocation/suspension of driving privileges by the State of Utah;
3. Suspension or termination from one agency's rotation may result in suspension or termination of the company from all valley agencies' rotations.
4. A company, yard, truck or driver may be suspended from the rotation for practices determined by the Coordinator to be unlawful, unreasonable, or otherwise not in the best interest of the public.

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5. Following an investigation, if the Coordinator deems a suspension is appropriate, the Company will be notified by mail.
6. The Coordinator will determine the length of any suspension. Suspension may result in a company being denied participation for any length of time in the current rotation, extended into a proceeding rotation, permanently, or other time as determined by the Coordinator.
7. The Company may appeal any suspension from the rotation in writing to the agency's Chief within ten (10) business days of the suspension.
8. A company, yard, truck or driver will be suspended or terminated from the rotation for practices determined by the coordinator to be unlawful, unreasonable, or otherwise not in the best interest of the public and as outlined in this application.

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G. A violation of any part of this agreement will be cause for suspension or termination from the rotation.

I hereby declare under criminal penalty of the State of Utah that the information contained in the foregoing application is true and correct. I agree to be bound by all of the terms and conditions contained in the foregoing application and acknowledge that by signing below I acknowledge I have read the application in its entirety, I agree abide by the terms and conditions set forth in the application, and I agree to accept responsibility for ensuring that all employees of the Company comply with the provisions of the application.

Date: _____

(Signature of Company Owner)

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Attachment B **TOW TRUCK OPERATORS**

Company Name _____

1. Name _____ DOB _____ Years Tow Experience _____

Street Address _____

City _____ Zip _____ Phone _____

Driver License Number _____ Expiration _____

Wrecker Certification Type _____ Expiration _____

Medical Card Expiration _____

BCI Criminal History Date _____ DLD Report Date _____

2. Name _____ DOB _____ Years Tow Experience _____

Street Address _____

City _____ Zip _____ Phone _____

Driver License Number _____ Expiration _____

Wrecker Certification Type _____ Expiration _____

Medical Card Expiration _____

BCI Criminal History Date _____ DLD Report Date _____

3. Name _____ DOB _____ Years Tow Experience _____

Street Address _____

City _____ Zip _____ Phone _____

Driver License Number _____ Expiration _____

Wrecker Certification Type _____ Expiration _____

Medical Card Expiration _____

BCI Criminal History Date _____ DLD Report Date _____

4. Name _____ DOB _____ Years Tow Experience _____

Street Address _____

City _____ Zip _____ Phone _____

Driver License Number _____ Expiration _____

Wrecker Certification Type _____ Expiration _____

Medical Card Expiration _____

BCI Criminal History Date _____ DLD Report Date _____

Attach additional sheets if necessary

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Attachment C **TOW TRUCKS**

Company Name _____

1. Year _____ Make _____ Model _____
VIN _____ Lien Holder _____
Utah License _____ Expiration _____
Type: Wheel Lift Only Flat Bed 4x4 Heavy Duty
Truck/Fleet Number _____ UDOT Inspection Date _____
2. Year _____ Make _____ Model _____
VIN _____ Lien Holder _____
Utah License _____ Expiration _____
Type: Wheel Lift Only Flat Bed 4x4 Heavy Duty
Truck/Fleet Number _____ UDOT Inspection Date _____
3. Year _____ Make _____ Model _____
VIN _____ Lien Holder _____
Utah License _____ Expiration _____
Type: Wheel Lift Only Flat Bed 4x4 Heavy Duty
Truck/Fleet Number _____ UDOT Inspection Date _____
4. Year _____ Make _____ Model _____
VIN _____ Lien Holder _____
Utah License _____ Expiration _____
Type: Wheel Lift Only Flat Bed 4x4 Heavy Duty
Truck/Fleet Number _____ UDOT Inspection Date _____
5. Year _____ Make _____ Model _____
VIN _____ Lien Holder _____
Utah License _____ Expiration _____
Type: Wheel Lift Only Flat Bed 4x4 Heavy Duty
Truck/Fleet Number _____ UDOT Inspection Date _____

Attach additional sheets if necessary

**COTTONWOOD HEIGHTS POLICE UNIFORM LAW ENFORCEMENT ROTATION
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Attachment D**

Company Name _____

STORAGE YARDS

All Rotation Yards must be State Tax Commission Approved!

All of the yards listed must have a yard office staffed and open for business during normal business hours, Monday thru Friday, unless a company provides evidence of the Central Office Authorization from the State Tax Commission - Motor Vehicle Division. In this case yard number one (1) will be listed as the central office and a copy of the written Central Office Authorization from the must be sub mitted with the application.

Central Office Approved: Yes No

1. Street Address _____
City _____ Zip _____ Yard Phone _____
On-Site Yard Operator Name _____
Business License Expiration _____
Tax Commission Inspection Date _____ Yard Number _____
2. Street Address _____
City _____ Zip _____ Yard Phone _____
On-Site Yard Operator Name _____
Business License Expiration _____
Tax Commission Inspection Date _____ Yard Number _____
3. Street Address _____
City _____ Zip _____ Yard Phone _____
On-Site Yard Operator Name _____
Business License Expiration _____
Tax Commission Inspection Date _____ Yard Number _____
4. Street Address _____
City _____ Zip _____ Yard Phone _____
On-Site Yard Operator Name _____
Business License Expiration _____
Tax Commission Inspection Date _____ Yard Number _____

COTTONWOOD HEIGHTS POLICE UNIFORM LAW ENFORCEMENT ROTATION
AGREEMENT

Attachment E

**CONSENT FOR PAYMENT OF AFTER HOUR
RELEASE FEE**

I understand that Section 72-9-603 UCA, says that “the owner of a vehicle lawfully removed is only responsible for paying (a) the tow truck service and storage fees set in accordance with 72-9-603. I further understand that current interpretation of this law by the Utah State Division of Motor Carriers is that the imposition of other charges, regardless of the name given to describe them, violates this law.

I also understand that the towing company is not obligated by law to release a vehicle at any time other than normal business hours, which are **8:00 a.m. to 5:00 p.m.,** Monday thru Friday.

CONSENT

I _____ certify that I am the owner of the vehicle described below. I have read the above statements and do hereby willingly give my consent to the towing company by the name of _____ to charge me a reasonable fee of \$_____ (**not to exceed \$75**) for the release of my vehicle after normal business hours.

Signed _____ Date _____

Vehicle Owner

Signed _____ Date _____

Towing Company Representative

Name of Towing Company _____

Address of Storage Yard _____

Name of Employee Providing Release _____

Date and time of release _____

Name of Vehicle Owner _____

Address of Vehicle Owner _____

Vehicle Description _____

COTTONWOOD HEIGHTS POLICE UNIFORM LAW ENFORCEMENT ROTATION AGREEMENT

Attachment F

CONSENT FOR PAYMENT OF CREDIT/DEBIT CARD TRANSACTION FEE

I understand that Section 72-9-603 UCA, says that “the owner of a vehicle lawfully removed is only responsible for paying (a) the tow truck service and storage fees set in accordance with 72-9-603. I further understand that current interpretation of this law by the Utah State Division of Motor Carriers is that the imposition of other charges, regardless of the name given to describe them, violates this law.

I also understand that the towing company is not obligated accept credit/debit cards by law and that there is an expense incurred by the towing company to provide this convenience to me.

CONSENT

I _____ certify that I am the owner of the
vehicle described below. I have read the above statements and do hereby willingly give my
consent to the towing company by the name of _____
to charge me the actual cost for this transaction in the amount of \$_____ for the convenience of using my
credit/debit card.

Signed _____ Date _____
Vehicle Owner

Signed _____ Date _____
Towing Company Representative

Name of Towing Company _____

Address of Storage Yard _____

Name of Employee Providing Release _____

Date and time of release _____

Name of Vehicle Owner _____

Address of Vehicle Owner _____

Vehicle Description _____